

**Gallagher Township Board of Supervisors  
Regularly Scheduled Meeting Minutes  
March 6, 2024 ~ 7:00PM**

The March 2024 Public Meeting of the Gallagher Township Board of Supervisors was called to order by Chairman Will Mann at 7:00 PM; followed by a moment of silence; and the Pledge of Allegiance.

In Attendance were Supervisors: Chairman, Will Mann; Vice Chairman, Brian Hoy; Supervisor, Bill McCoy; & Township Secretary/Treasurer, Shelly Davis. Loretta Coltrane, Earl Straley, Harvey Palmatery, Tim Lester, Curt Barner, Becky Barner, Michelle Whitney, Warren Gottshall, Jacque Gottshall, Kenny Porter, Rusty Weaver

Chairman Mann, asked if anyone would be recording the meeting; meeting was recorded by Michelle Whitney

A Consent Agenda was presented to the Board of Supervisors for approval. It included the following regular monthly action items: **Meeting Minutes** for the February, 2024 Public Meeting; the **February 2024 Treasurer's Report** for the Township's finances, February 1, 2024 up to and including February 29, 2024 - the presented report included all Payroll, Liabilities, Invoices paid for all accounts, and Deposits made into all accounts; and the **February 2024 Correspondences**.

Bill McCoy wanted it noted that he was not aware of the decision to have the Solicitor attend the February 7<sup>th</sup> meeting. This was discussed at the February Work Session and all agreed to his attendance at that time.

Bill McCoy had questions per Resolution 21.02. February meeting was recorded by Brian Hoy as Township Secretary on his personal recorder because the township recorder was not working properly. Brian stated that once the February Meeting minutes are completed, the recording can be deleted per the Solicitor. Deletion of recording after minutes are completed was challenged by Bill McCoy. Tim Lester also questions the deletion of the recording. Bill McCoy also noted that an e was missing on the word Purchase on the second page of the minutes and a discussion was had regarding salt purchased from Pine Creek Township.

Motion to approve Consent Agenda by Brian Hoy, seconded by Will Mann, no vote by Bill McCoy, Motion approved.

#### **Roadmaster Report**

Vice Chairman and Roadmaster, Brian Hoy, provided the Roadmaster's Report for the month of February 2024 which included the following:

1. We have been plowing roads in the township and had one snowstorm in early February after the meeting.
2. March 22, 2024 Scheduled Road Tour at 8:00am with Brian Hoy, Roadmaster, Will Mann, Foreman & Bill McCoy, Supervisor
3. Tar & Chip Rd 664 & Little Plum Run, request by John Thompson to allow stone to be stocked at township building, agreed upon by all.
4. Still some comments from the public about using salt on roads, there is an apparent letter that was sent two years ago to the Township about using salt on road. Brian & Will contacted DEP, PennDot (John Thompson & Darren Stover) & Conservation District as well as consulted an Aquatic Biologist about using salt on the roads and they are unaware of any restriction as it is the same product used by all. Shelly will continue to look for the letter in files.

#### **SEO Report**

1. Permit application for Mark Myers & Sinking Springs Properties submitted.
2. Mark Myer Subdivision approved Permit #5040 on 2/21/2024

#### **Zoning & Land Use Permits Report**

1. Permit #5035 issued 2/8/2024 for 15235 Coudersport Pike, Lock Haven for demolition of an existing barn structure and replacement with a 40x40 pole barn for storage.
2. Permit #5036 issued 2/9/2024 for 195 S. Springbrook Road, Lock Haven for 12x20 deck addition to an existing cabin
3. Permit #5038 issued 2/16/2024 for 27 Irish Lane, Lock Haven for a 2,328 SQ FT cabin with a 576 SQ FT attached 2 car garage
4. Permit #5040 issued 2/21/2024 for 261 Coyote Ridge, Lock Haven for a 28x44 recreational cabin (Mark Myer's Property)

**School House Committee** – Nothing to Report

#### **Public Comment**

1. No Comments.

#### **Old Business:**

**Exit Audit/ Annual Audit** – Exit Audit/ Annual Audit for Township scheduled for March 15, 2024

**Time Clock** –Time Clock purchased and installed in Township Building

**Snow Plow & Truck** – Brian to get extension wing for the plow. Brian Hoy to follow-up with new sales person from Bradco supply, previous contact is no longer there.

**Develop a Letter of local Determination** – Carry-over from February Meeting -

Will Mann presented information pertaining to a letter of local determination. This is an alternate method of bonding township roads that are already bonded by another bond. He has used this method in his line of business and he will work with Justin Houser and come up with a more refined process of bonding our township roads. He is going to provide the Solicitor with more information.

**New Business:**

**Check Signatures** – Changes recommended by PSAT to change Check Signatures resolutions - Motion to vacate Resolution 2024-04 requiring 3 check signatures and Motion to approve Resolution 2024-07 requiring 2 check signatures by Secretary/ Treasurer and one Supervisor. Motion to approve by Brian Hoy, Seconded by Will Mann, no vote by Bill McCoy, motion approved. Bill McCoy did not sign resolution 2024-04.

**Tire Collection** – Tire Collection for Township Residents & Tax Payers on May 17<sup>th</sup> 4pm – 7 pm & May 18<sup>th</sup> 7am – 12pm at Township Building, residents may drop off up to twelve (12) tires – motion to approve by Brian Hoy, Seconded by Will Mann. All voted in favor. Tire Collection Flyer to be posted by Shelly.

**Policy & Procedure Manual** – Solicitor reviewed manual and returned for final approval. Bill McCoy questioned who sets the Road Masters working hours? Manual states on Page 2 under Employee Expectations, Item 3, "Hours to be set by Board of Supervisors or Designee". Bill McCoy asked to have the manual reviewed again by Solicitor. Motion to vacate Resolution 2021-03 and approved amended Resolution 2024-05; motion by Brian Hoy to approve, Seconded by Will Mann, No vote by Bill McCoy, motion approved. Bill McCoy did not sign Resolution 2024-05.

**Hazard Mitigation Plan** –Resolution 2024-03, motion to approve by Bill MCCoy, Seconded by Brian Hoy, All voted in favor. Shelly had flash drive with Hazard Mitigation Plan presented by Clinton County for Natural Disaster Relief.

**Township Seal** – Request to order new Township Seal - motion to approve by Brian Hoy, Seconded by Bill McCoy, all voted in favor.

**RTK Officer** – Brian current officer, Shelly will be new RTK officer, motion to approve by Will Mann, Seconded by Bill McCoy. All voted in favor. Brian to forward RTK request to Shelly from Michelle Whitney.

**Clinton County Liquid Fuel Grant** – Application request of \$15,000 from Clinton County for work on Hollow Rd – Motion to approve by Brian Hoy, Seconded by Will Mann, all voted in favor.

**State Liquid Fuel Allotment \$41,518.99**, slight increase over 2023

**Adjourn:**

With no additional business to discuss or public comments to be heard, Motion to adjourn by Brian Hoy, Seconded by Will Mann at 7:42 pm. All voted in favor.

The next regularly scheduled meeting will be held on Wednesday, April 3, 2024 at 7:00 PM.

Gallagher Township Supervisor Chairman  
William Mann

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Gallagher Township Secretary  
Shelly Davis

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